



REPLY TO
ATTENTION OF:

APVR-RDZ

DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY ALASKA
724 POSTAL SERVICE LOOP # 6300
FORT RICHARDSON, ALASKA 99505-6300

6 October 2005

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Memorandum of Instruction (MOI) for U.S. Army Alaska (USARAK) Safety Awareness Day

1. Purpose: This MOI assigns responsibilities for the preparation and administration of the USARAK Safety Awareness Day.
2. Concept: The period 15 November through 15 December 2005 has been designated as the safety window for units to identify a specific day to execute mandatory safety training. On this day, all nonessential ground and air operations will cease. Commanders will schedule unit level educational and promotional programs focused at safety awareness and accident prevention. Commanders are the Safety Officers for their units. Safety Awareness Day provides unit commanders the opportunity to reinforce our commitment to a climate where safety is a way of life.
3. Execution:
 - a. Education, discipline, and enforcement of standards are key elements of our safety program. Commanders and leaders will concentrate on the hazards and risks associated with winter operations and activities in Alaska's unique environment. Commanders, with the assistance of their unit safety officer/NCO, will identify high-risk operations, the related hazards and develop standards to counter known or potential risks. Specific subjects that will be covered are privately owned vehicle (POV) safety, winter driving safety, winter recreational/sports safety, (i.e., avalanche and snow machine safety) and tent fire/fuel fired space heater safety. To assist in planning and preparation, a list of recommended topics and activities is at Encl 1.
 - b. Tenant organizations and civilian directorates should have their military personnel and civilian employees participate in Safety Awareness Day as missions allow.
4. Responsibilities:
 - a. Commanders:
 - (1) Schedule, resource, and conduct a minimum of five hours of Safety Awareness educational programs and activities. Develop the agenda for Safety Awareness Day that best supports the unit's mission and the unit commander's goals. Focus on attitudes that encourage a climate of safety.

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(2) Not later than 15 November brigade and separate battalion commanders will send an electronic back brief to the Chief of Staff through their chain of command describing concepts, plans and specific training scheduled for Safety Awareness Day.

(3) Ensure makeup training is scheduled and conducted for personnel not present for initial Safety Awareness Day training events.

(4) Schedule events and activities that invite the interest and participation of our military family members as well.

b. Safety Offices:

(1) Provide training materials such as safety CDs and DVDs, power point presentations, and reference materials in support of unit training activities.

(2) Assist units in developing training schedules, events, and locating guest speakers or instructors to participate in training activities.

c. Public Affairs Office: Conduct a media campaign promoting Safety Awareness Day and posting on the electronic marquees.

5. Coordinating Instructions: Commanders will support this event by requiring unit members not engaged in mission essential activities to attend scheduled educational programs and activities within their respective organizations. Direct coordination between units and supporting agencies is authorized as required.

6. The success of our Safety Awareness Day is dependent upon the active involvement and sustained commitment of the community. Safety must become an everyday fact of life.

7. Point of contact for this MOI is Mr. Maywald, Director of Safety at 384-2310.

FOR THE COMMANDER:

Encl

//Original Signed//

JEFFREY D. McCLAIN

COL, GS

Deputy Chief of Staff, G-3

DISTRIBUTION:

A

USARAK Safety Awareness Day Recommended Topics/Activities
Training Materials available at Post Safety Offices

1. The following topics and suggested target audience are provided for consideration during the planning and preparations for your individual unit Safety Awareness Day.

a. Activities related to military organizations:

(1) Army Motor Vehicle (AMV) operator refresher training, wheeled vehicle accident avoidance, winter driving hazards, tactical convoy operations and rollover drills. Target audience - all assigned drivers, assistant drivers and leaders.

(2) Safety considerations of Motor Pool Maintenance and Preventive Maintenance Checks and Services (PMCS). Target audience - maintenance personnel and AMV operators.

(3) Cold Weather Injury prevention. Target audience - all.

(4) Risk Management/Assessment Review. Target audience - all.

(5) Fire Prevention (Tent Fires) in tactical/training environment. Target audience - all.

(6) Fuel Fired Space Heaters in tactical/training environment. Target audience - all.

(7) Immediate action drills for crew served “indirect fire” weapons. Target audience - all personnel assigned to indirect fire crew served weapons and others that perform duties of Range Safety/OIC on indirect fire ranges.

b. Activities related to Garrison Directorates:

(1) Government (GSA) vehicle operator refresher training and hazards of winter driving. Target audience - all personnel assigned to operate GSA vehicles on a routine bases.

(2) Cold Weather Injury Prevention. Target audience - all personnel engaged in working conditions (indoors and outdoors) that are subject to cold weather injury.

(3) Hearing and Eye Injury Prevention/Conservation. Target audience - all personnel exposed to hazardous conditions/activities that are prone to high noise hazards and eye injury.

(4) Back Injury Prevention. Target audience - all.

(5) Electrical Safety, both industrial and administrative work areas. Target audience - all.

(6) Slips, Trips and Falls. Target audience - all.

Encl 1

c. Off-Duty activities applicable to all organizations:

- (1) Privately Owned Vehicle Accident Prevention.
- (2) Winter/Arctic Survival Techniques.
- (3) Winter Recreation Safety Ski/Snow Board/Snow Machine and Avalanche.
- (4) Winter Sports Safety.
- (5) Dangers of walking on thin ice.
- (6) Winter Driving Safety.
- (7) Home/Fire Place/Carbon Monoxide Safety.
- (8) Hazards/Consequences of Driving While Intoxicated/Driving Under the Influence.

d. Use Preliminary Loss Reports (PLR): PLRs are provided to Army leadership for safety awareness, trends, tactics, techniques and procedures. Use these reports to provide safety information and lessons learned to the lowest levels to help Soldiers understand the impact of decisions made on and off duty.

Encl 1